

Services and Activities Committee
Meeting Minutes
March 14, 2025

Called to order:

Eli called the meeting to order at 2:04 pm.

Attendance:

Erin Sargent, Mia Young, Robbi Goninan, Nicholas Villa, Eli Alvarado, Nick Moreno, Ian Seymour, Arik Spring, Oscar Martinez, Marisol Torres Alcantar

Absent: Yahir Calderon Sotelo

Guests: Jessica Thomas, Carson Gavin, Sullivan, Heru

Agenda:

MOTION: Ian made a motion to approve the agenda from 3/14/25. Arik seconded. Motion Carried. 5 (yes), 0 (no), 1 (abstentions)

Minutes:

MOTION: Ian made a motion to approve the updated minutes from 3/7/25. Arik seconded. Motion Carried. 5 (yes), 0 (no), 1 (abstentions)

Reports

I. Chair:

- a. Eli noted that this meeting is really long. There will be breaks and food coming in at 4PM. We will be here for a while so if a break is needed let him know.

II. Advisors:

- a. Robbi reflected on the Funding Priorities CWIP 8-40-40 to consider the priorities for funding to be issued.
- b. Robbi reminded people that they can abstain about things if there is a conflict of interest such as Nick V who is on the ASCWU BOD.
- c. S&A is a recommending body so this recommendation goes to the CFO who can agree or disagree. The goal is for this to get sent to student government and the CFO. If everybody agrees then it goes the Board of Trustees meeting in May.
 - i. When the S&A Committee makes final recommendations, the advisors will make a document reflected by the committee's decision and then that will be reviewed by the committee before it is sent officially.
- d. Erin reviewed the documents the S&A group received from the Base Funding areas and how to interpret them.
- e. S&A Projected Revenue and Scenarios
 - i. Scenario 1: if the S&A rate stays at the same rate of \$272 per quarter.
 1. Their estimated headcount for next year at the beginning of this quarter was 8,700 students. Now that estimate is 8,200 students. This makes their projected S&A fee allocation lower than their initial estimates.

- A. The \$8,700 estimate accounted for the 20% reduction, so the committee is even lower based on that if they keep the fee the same.
 - 2. They expect to get about \$5.67 million worth of revenue.
 - A. The president was recommended to maintain a balanced budget moving forward which trickles down to this group as well.
 - B. The S&A committee received about \$6.5 million worth of requests.
 - ii. Scenario 2: Increase the S&A fee by 4%.
 - 1. 4% is the maximum they could increase the fee. They would only need to reduce \$813K from the current requests.
- f. Questions
 - i. What would they advise them to shoot for the total requested amount?
 - 1. It depends on if the committee thinks there should be a fee increase. Erin could argue both sides:
 - A. We want to keep fees down and make college more affordable.
 - B. There are inflationary costs.
 - 2. The S&A fee used to be tied to tuition, so as tuition increased so did the S&A fee. When it got decoupled Tuition increased but S&A didn't.
 - 3. When looking at 0 based budgeting where gets spent depends on what comes into the budget. Considering the fee increase, even if they didn't expand programming, they have salary increases and inflationary costs. There is no information suggesting that there will be an increase in enrollment, which would increase revenue. Best case scenario, the budget stays flat and the costs go up.
 - 4. Making that strategic increase. As they look down the road they don't want to be in a situation where they go a couple of years without increasing it then they can never get back to that increased baseline spending.
 - 5. These are the boundaries for what they have available, and this is challenging and hard to foresee.
 - g. They don't have to make decisions to increase right away.
- III. ASCWU:
 - a. None.

Communications Received

40 page document from base funding areas

Public Comment

Robbi reminded everyone that with deliberations, the public cannot comment during the deliberations itself. They can comment after and before during Public comments.

New Business:

Deliberations.

A. Art Gallery

MOTION: Ian made a motion to debate art gallery. Arik seconded the motion. 5 (yes), 0 (no), 1 (abstentions)

- a. The budget and the spending do not show too many alarming things that are out of place or stands out. It does not show if they have any way to check attendance itself.
 - i. They gave a rough estimate of faculty and staff. 85% of staff/faculty. They are planning to create a survey.
- b. They receive approx. 4,000 visitors each year.
- c. This does not seem to fall into any of the CWU policy as it relates to contracts and other agreements therefore it is not a priority.
 - i. There also are more critical areas that are struggling.
- d. It may be beneficial to address the really high priority areas first. This way they can see if they can address those areas first then dispense to other areas later.
- e. How would they determine priority like what would get the most priority?
 - i. Erin noted that the bond payment is a contractual agreement and not paying it would have dire consequences. If they chose not to pay for it then that is their decision. It is their highest request.
- f. Are the divisions stated on the Killian's Guide / RCWUs highest priority?
 - i. Erin believes that their first one would be the bond payment and then the admin fee because that supports students and staff that are funding then the REC and Student Union Request.
 - ii. Robbi agrees.

MOTION: Ian made a motion to close the debate for the Art Gallery. Arik seconded. Motion Carried. 5 (yes), 0 (no), 1 (abstentions)

B. Bond Payment

MOTION: Ian made a motion to debate the Bond payment. Arik seconded. Motion Carried. 5 (yes), 0 (no), 1 (abstentions)

- a. It was widely stated that it has to get done and not paying the bond fee is not a feasible.
- b. It was asked what happened if they didn't pay it.
 - i. If S&A voted to not pay the bond fee then the university would make sure that the bond payment gets paid. There's a credit rating at hand. Not paying the fee would be a default on a bond which would lead to additional paperwork and get them on a lot of news outlets. It would then go to the CFO and probably get sent back to S&A. If they confirmed that they didn't want to pay for it, then it would go to conflict resolution then a mediator would have to get involved. Mediation would take it out of everyone's hands. Erin's guess that the Mediation would probably result in having the bond payment paid for.
- c. Could someone else pay it then?

- i. Technically it would come right back it after the Mediation process.
- d. It was the previous students decision at this time to make the payments.
 - i. It's a commitment that the past committee made. The old REC Center was in a different building in a smaller building.
 - ii. Robbi noted that 20+ years ago this building did not exist. REC was a fraction of a room that was only utilized outside of athletic practices for students.
 - 1. SUB, then the Union Building, was Samuelson and a fraction of the size of what the SURC was.
 - 2. In 2006 the SURC opened, and it will be 20 years old in the next year.
 - 3. The students at that time put a vote of the students to fund for the next 30 years the longevity and operation of the SURC building.
 - 4. It's similar to a house payment that is two thirds down.
 - iii. It was pointed out that it is something that they have to do because it needs to be paid.

RECOMMENDATION: Ian made a recommendation to pay the bond payment. Arik seconded. Recommendation Carried. 5 (yes), 0 (no), 1 (abstentions)

C. Admin Fee

MOTION: Ian made a motion to begin the debate for the Admin Fee. Oscar seconded. Motion Carried. 5 (yes), 0 (no), 1 (abstentions)

- a. There was a brief discussion comparing this request to the one submitted in the last quadrennium.

RECOMMENDATION: Ian made a recommendation to approve the full amount of the Admin Fee. Nick M seconded. Recommendation Carried. 5 (yes), 0 (no), 1 (abstentions)

D. Rec Admin

MOTION: Ian made a motion to debate the Rec Admin Fee. Nick V seconded. Motion Carried. 5 (yes), 0 (no), 1 (abstentions)

- a. Nick M is abstaining from voting
- b. Discussion about how they are taking a 17% reduction instead of a 20% reduction. The 17% reduction will still allow them to have 15 classes a week, training, OPR trips, and offer new classes and programs. Reducing will impact facility hours and cause them to close the REC for a year. The REC is near having to replace their equipment.
 - i. There was more discussion about reducing it at 18% or 20% but there was consensus against it. This is due to the REC's direct impact on retention. Raw numbers show that half the campus uses the REC.

RECOMMENDATION: Arik made a recommendation to approve the REC Admin fee's 17% reduction. Ian seconded. Recommendation Carried. 4 (yes), 0 (no), 2 (abstentions)

E. Student Funds Financial Manager Position

MOTION: Ian made a motion to begin debate on the SFFM Position. Nick V seconded. Motion Carried. 5 (yes), 0 (no), 1 (abstentions)

- a. Arik noted that he will have to abstain from voting.
- b. Erin oversees all the accounting for clubs and departments.

RECOMMENDATION: Ian made a recommendation to approve the Student Funds Financial Manager Position budget in the full amount. Nick V seconded. Recommendation Carried. 4 (yes), 0 (no), 2 (abstentions)

F. SFM SURC Accounting Budget

MOTION: Ian made a motion to begin debate on SFM SURC Accounting. Oscar seconded. Motion Carried. 4 (yes), 0 (no), 2 (abstentions)

- a. They are taking a larger percentage off their budget to offset not taking a reduction on the SFFM budget. They did this because this budget has more flexibility to do a reduction.

RECOMMENDATION: Ian made a recommendation to approve the full amount for the SFM SURC Accounting. Nick M seconded. Recommendation Carried. 4 (yes), 0 (no), 2 (abstentions)

G. SUB Custodial

MOTION: Ian made a motion to begin debate on the SUB Custodial Budget. Arik seconded. Motion Carried. 6 (yes), 0 (no), 0 (abstentions)

- a. This budget is not asking for a reduction.
- b. Discussion about the SUB Custodial is trying to maintain staff and may have to cut staff due to minimum wage increases. They have to pay for hours worked outside of usual hours for night shift duties.
- c. Discussion about recommending a reduction because decreased their expenses in 2024. This may still impact them since there will be increases in minimum wage. Although the SUB Custodial receives the SUB fee, a reduction could result in an increase in in the SUB fee. There are also the COLAs to consider. The equipment life cycle is fluctuating and they will need the funds to cover that equipment. Not reducing their budget may allow them to not have to reduce their staff.

RECOMMENDATION: Arik made a recommendation to approve the full amount for the SUB Custodial Budget. Ian seconded. Recommendation Carried. 6 (yes), 0 (no), 0 (abstentions)

H. SUB Scheduling

MOTION: Ian made a motion to start discussion on SUB Scheduling budget. Nick M seconded. Motion Carried. 6 (yes), 0 (no), 0 (abstentions)

- a. Discussion about how reducing this request would directly impact the clubs. Scheduling would have to charge more and that would directly affect students in clubs and other organizations. This would make meeting in person more expensive for clubs and organizations.

RECOMMENDATION: Ian made a recommendation to approve the SUB Scheduling budget in the full amount. Nick M seconded. Recommendation Carried. 6 (yes), 0 (no), 0 (abstentions)

I. ASCWU BOD Budget

MOTION: Ian motioned to begin debate on ASCWU BOD request. Arik seconded. Motion Carried. 6 (yes), 0 (no), 0 (abstentions)

- a. Nick V will be abstaining.
- b. Discussion about the 20% reduction that was submitted despite their presentation for a 15% reduction. There was agreement to keep the 20% reduction.
- c. ASCWU BOD increased their salary from 2023-2024, which is part of their policy to increase BOD wages as minimum wage increases.

RECOMMENDATION: Ian made a recommendation to approve the ASCWU BOD budget for the full amount. Arik seconded. Recommendation Carried. 5 (yes), 0 (no), 1 (abstentions)

J. ASCWU Legislative Affairs

MOTION: Ian made a motion to open debate for the Legislative Affairs Budget. Arik seconded. Motion Carried. 6 (yes), 0 (no), 0 (abstentions)

- a. Nick V is abstaining but is able to answer questions.
- b. Discussion about their 20% reduction. These funds will pay for lobby day and lobbying advocacy. A larger reduction would impact their programming budget. The next ASCWU Governmental Affairs person would determine if this would impact positions or programming.

RECOMMENDATION: Ian made a recommendation to approve the full amount of the ASCWU Legislative Budget. Arik seconded. Recommendation Carried. 5 (yes), 0 (no), 1 (abstentions)

K. ASCWU Academic Senate

MOTION: Ian made a motion to open a debate for Academic Senate. Arik seconded. Motion Carried. 6 (yes), 0 (no), 0 (abstentions)

- a. Nick V will be abstaining.
- b. Their programming is for Senators to meet students and see if there are issues. They interact with students and bring awareness to academic senate and resources that they like. They would use these funds to bring awareness to those channels.
- c. Discussion about their staff positions. ASCWU Academic Senate in the last quadrennium did not request their vacant positions. They filled those positions this Fall and requested supplemental funding to make up for that difference. The committee approved this request. If this is not funded the senators will have to make another supplemental funding request for the same reason.
 - i. They had a mathematical error in the last cycle did not account for vacant senator positions.

RECOMMENDATION: Ian made a recommendation to approve ASCWU Academic Senate for the full amount. Arik seconded. Recommendation Carried. 5 (yes), 0 (no), 1 (abstentions)

L. ASCWU Student Life and Facilities

MOTION: Ian made a motion to open debate on ASCWU Student Life and Facilities. Arik seconded. Motion Carried. 6 (yes), 0 (no), 0 (abstentions)

- a. They requested a 20% reduction.
- b. Discussion about the impacts of reducing this request any further. They would have to adjust their programming. Their events could be smaller scale or less in general.
- c. They did not use their full budget for the last 2 years but sees the 20% reduction as taking that into account.

RECOMMENDATION: Ian made a recommendation to approve the ASCWU Student Life and Facilities for the full amount. Arik seconded. Recommendation Carried. 5 (yes), 0 (no), 1 (abstentions)

M. PULSE

MOTION: Ian made a motion to open debate on the PULSE Magazine Budget. Nick M seconded. Motion Carried. 6 (yes), 0 (no), 0 (abstentions)

- a. Discussion about PULSE's connection to curriculum and how that may violate Killian Guidelines. The budget is for printing costs and salaries. The concerning part is that it seems like S&A is funding the class, which is not allowed in the Killian's Outline. They are working beyond the credit hours for the class, so an adjustment in credit hours may be more appropriate instead of salaries/wages.
- b. There were concerns with the amount of physical copies that are handed out versus the amount of students reading them. The magazine is free and would be less impactful to only publish digital copies. Removing printing costs would reduce their request.
- c. The salaries and wages for work outside of the class.
- d. Eli noted that the meeting minutes go back to 2005 and would shine light on why this was funded previously. The last base funding cycle was 2021 but they may have been funded before that.
 - i. Robbi is not sure if they can look over previous S&A Committee's decisions and recommends a 5 minute break to look into this.

MOTION: Ian made a motion to close the debate for 5 minutes. Arik seconded. Motion Carried. 6 (yes), 0 (no), 0 (abstentions)

MOTION: Ian made a motion to recess for 30 minutes. Arik seconded. Motion Carried. 6 (yes), 0 (no), 0 (abstentions)

- N. Robbi recommended tabling the discussion regarding the PULSE Magazine and doing research on their own as this is not an efficient use of their time.

- a. Although it was interesting to see why they funded, just because it was previously funded doesn't mean that they have to fund it again. They shouldn't let a previous committee's decision sway their decision. They should decide based on their current logic and how they think of it.

MOTION: Nick V made a motion to continue the debate. Arik seconded. Motion Carried. 6 (yes), 0 (no), 0 (abstentions)

- b. There was a discussion about how the expected time outside of the credit hours seems unfair. Having students work outside of those credit hours is similar to other areas such as marching band and theatre. They reflected on an earlier point made about adjusting the credit hours for the class to better reflect the hours needed to edit the magazine. The amount of time committed to the class was beyond the credit hours required for the course, but that might be an issue about their structure.

RECOMMENDATION: Deny the PULSE Magazine's request.

- It was suggested that they fund \$1,900 which is what they are getting in ad revenue.

RECOMMENDATION: Amend the recommendation to deny PULSE Magazine's original request and in replacement, fund their ad revenue for \$2,000. Ian seconded.

Recommendation Carried. 5 (yes), 1 (no), 0 (abstentions)

O. The Observer

MOTION: Arik made a motion to open a debate on the Observer's Budget. Ian seconded. Motion Carried. 6 (yes), 0 (no), 0 (abstentions)

- a. Discussion about its ties to curriculum, similar to PULSE, and how that violates the Killian's Outline. Although they report CWU issues honestly, the concerns about this are related to their curriculum ties. Students that write the paper are required to be enrolled in the class.
- b. There were concerns about how travel may or may not tie to curriculum. It was decided that the biggest benefit about travelling was the professional aspect and the awards. Funding their travel would help them book their trips in advance and reduce the costs of future travel.
- c. There were concerns regarding the cost of printing. The presentation the Observer gave had an option to see what no printing looked like. Students could get this information online. They could make an app for that and cut funds. Cutting the printing and giving them the rest that they need for wages should not give them any issues continuing.
- d. It was requested that they don't fund the printing but they still fund the salaries, travel, and awards.

RECOMMENDATION: Partially fund up \$36,246 for the Observer's budget.

Recommendation Carried. 4 (yes), 2 (no), 0 (abstentions)

MOTION: Ian made a motion to close the debate. Arik seconded. Motion Carried. 6 (yes), 0 (no), 0 (abstentions)

P. S&A Committee Priorities and Strategies

- i. They looked at the Killian Guidelines and began to cross reference departments and their priorities with those programs as it impacts S&A for all students.
- b. Recommended priority areas
 - i. Slice was recommended as priority as a whole:
 1. Office of Student Involvement
 2. SLICE
 3. Club Travel
 4. Campus Activities
 5. Publicity Center
 - ii. ECLC
 - iii. DEC
 - iv. Transfer Areas
 - v. KCWU
 - vi. Westside Centers and Activities
 - vii. Centers
 - viii. Office of International Studies and Programs
 - ix. Manastash
 - x. Lions Rock Visiting Writers Series

Q. SLICE

MOTION: Ian made a motion to start a debate on SLICE. Nick M seconded. Motion Carried. 6 (yes), 0 (no), 0 (abstentions)

- a. Their original budget shows a 15% reduction. Publicity area had a director which moved into the SLICE Director position and eliminated that additional position in Publicity which is how they came to that 30.49% reduction. Any salary savings they experienced rolled back to S&A which is why they didn't use the full allocation. The Publicity Center is taking a larger because they are not hiring that position anymore.
- b. SLICE posts a lot of events and serves about 1200 students. This seems like a priority funding the full amount won't result in less events. Even if they have the less staff the events aren't not be as good and that will impact quality of events and retention as a whole if they are not fully funded.

RECOMMENDATION: Ian made a recommendation to approve the full amount of the SLICE budget. Nick M seconded. Recommendation Carried. 6 (yes), 0 (no), 0 (abstentions)

R. Campus Activities

MOTION: Ian made a motion to debate Campus Activities Budget. Nick V seconded. Motion Carried. 5 (yes), 0 (no), 1 (abstentions)

- a. This is similar to SLICE. Half their budget goes straight into programming which creates events and improves retention.

RECOMMENDATION: Ian made a recommendation to approve Campus Activities budget in full. Nick V seconded. Recommendation Carried. 5 (yes), 0 (no), 1 (abstentions)

S. SLICE Club Travel

MOTION: Ian made a motion to begin a debate on SLICE Club Travel. Arik seconded. Motion Carried. 5 (yes), 0 (no), 1 (abstentions)

- a. Club travel and SLICE impacts clubs and their travel directly. This is the budget that the RSO uses to allocate to clubs. It's the funding given to allocate to clubs via their funds council.
- b. They haven't used their full budget in past years. They left about \$2K last year, which means that those funds rolled back.

RECOMMENDATION: Fully fund the SLICE Club Travel Budget.

- It was suggested to amend the motion down to a 15% reduction because they are only at a 15% reduction. This department of SLICE is only taking a 15% reduction.
 - Reduction Modified: 81,400

RECOMMENDATION: Recommendation to amend the recommendation to incorporate a 15% reduction approving \$81,400 of the SLICE Club Travel Budget. Recommendation Carried. 5 (yes), 0 (no), 1 (abstentions)

T. SLICE Publicity Center

MOTION: Nick V made a motion to begin debate on the SLICE Publicity Center Budget. Ian seconded. Motion Carried. 6 (yes), 0 (no), 0 (abstentions)

- a. It was pointed out they are taking on a bigger deficit of 30% so that SLICE does not have to. SLICE and Publicity are sharing the 20% reduction.

RECOMMENDATION: Approve the SLICE Publicity's budget in full. Recommendation Carried. 6 (yes), 0 (no), 0 (abstentions)

U. SLICE Student Involvement

MOTION: Ian made a motion to debate SLICE Student Involvement. Arik seconded. Motion Carried. 6 (yes), 0 (no), 0 (abstentions)

- a. This subsection of SLICE made up of 3 positions that oversees other positions, and they use those positions as a way to communicate with each other when they can do that anyway.
 - i. There are 2 permanent staff and the Secretary Supervisor. The Secretary Supervisor oversees SLICE Student Staff and ASCWU Student Staff but not the govt officers.
 - ii. The person that coordinates all the clubs, the club coordinator, will become the ASCWU Advisor. It is a coordinator as all the different areas in SLICE such as ensuring that clubs have the direct documentation and then advising the student government.
- b. The funds impact staff directly.

- c. The prior years the salaries have been going up but the non-student salary went up by \$30K. The reason the staff salary wages were lowered because the RSO Club coordinator was vacant thus why they gave that money back. They are hiring for that role and asking for those funds back that they lost.
- d. This is where clubs go for support, funds, promoting events. Club travel, club funds, etc. The interact all clubs except for sport clubs.
- e. Their information shows that they are taking a 20% reduction in what they spent last year but a 20% reduction in what they asked 4 years ago due to the vacant position.

MOTION: Oscar made a motion to extend today's meeting by 15 minutes. Arik seconded the motion. Motion Carried. 6 (yes), 0 (no), 0 (abstentions)

- f. There was discussion about reducing their request but this would cut into staff as well as goods & services.

RECOMMENDATION: Nick M made a recommendation to approve the full amount requested for the SLICE Student Involvement budget. Arik seconded. Recommendation Carried. 5 (yes), 0 (no), 1 (abstentions)

Old Business

None.

Public Comment – Second Call

- A. Oscar noted that they are doing great.
- B. Erin thanked them for all the time that they put it. It's hard and they're not even halfway there. This is important to do for Central. There are committees that take years.
- C. Nick M commented that everyone here has made insightful comments and appreciates everyone as a committee and that are voicing their opinion and coming to a good consensus.
- D. Carson said pep band and marching band is cool and they should fund them.
- E. Eli appreciates their decorum. Sometimes it gets intense and stressful. He reminded everyone that there's still opportunities to go back and review the discussions. They are students so it's hard to do research on finals week and do these things and remind them that they are students first and it's going to be difficult. It's important to think about the impact on students and form a consensus.
- F. Jessica thanked the committee for their dedication.

Adjournment:

MOTION: Ian made a motion to adjourn the meeting at 6:08PM. Marisol seconded the motion. 6 (yes), 0 (no), 1 (abstentions)

Our next meeting will be March 15, 2025 (SURC 301) at 8:00am.

Check out our website at www.cwu.edu/services-activities